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NINETIETH ANNUAL REPORT
OF THE
BOARD OF MANAGERS
OF THE
BELLEVUE and MILLS
SCHOOLS OF NURSING, Inc.

1962-63

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NINETIETH ANNUAL REPORT
OF THE
BOARD OF MANAGERS
OF THE
BELLEVUE and MILLS
SCHOOLS OF NURSING, Inc.

440 East 26th Street
New York, N. Y. 10010

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79 East 79 St., New York 21

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APRIL 1968

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MRS. JOHN L. LOEB

MRS. EDWARD G. LOWRY, JR.
MRS. JOHN J. MCCLOY
MRS. WILLIAM H. OSBORN

* on leave of absence

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BUDGET COMMITTEE.....	MRS. EDWARD G. LOWRY, JR.
COUNSELING & GUIDANCE AND STUDENT COUNCIL.....	MRS. JOHN L. LOEB
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MRS. GEORGE S. FRANKLIN

MRS. G. BEEKMAN HOPPIN

MRS. L. RANDOLPH MASON

MRS. LANSING P. REED

REPORT OF THE PRESIDENT

For the Fiscal Year July 1, 1962 to June 30, 1963

Again, in spite of the popularity of the rooms on the seventh floor of the Administration Building, made available to graduate nurses—and the gratifying advancement in salaries for certain categories of the professional nursing staff, our staffing problem remains of greatest concern. Since the need for qualified nurses becomes more critical each year it is our hope that consideration will be given to the personnel budget requests. In view of our steadily increasing student enrollment, additional instructors, a senior librarian and an assistant accountant are needed urgently. We are still anxious, if only for security reasons, with the inadequate staffing in the residence.

A great deal of thought has been given by the Better Bellevue and the Bellevue South Associations to the problem of attracting qualified nurses to Bellevue. "Better Believer" strives to put before the hospital and the city communities the positive and inspiring aspects of Bellevue Services and the Bellevue South Association concerns itself with the problem of providing attractive and moderately priced living facilities for staff in the area of the Hospital Center.

Our Student Health Service continues its excellent work. We are proud of the care given our students. Graduate nurses will, from now on, be taken care of by the Employees Health Service rather than, as here-to-fore, by the Student Health Service.

The Board, as always, derives great satisfaction from their customary visits to the wards and services of the hospital. These visits have been made even more constructive and interesting for Board members by reason of comprehensive and well organized reports given by faculty members once a month, at a Board meeting, on the progress and content of student courses in the various departments of the nursing curriculum.

In order to attain the most efficient results in nursing education, constant thought is being given, under the guidance of Dean Pollock and Mrs. Rockefeller, to matters of curriculum and appropriate length of course. These are involved and complex questions which cannot be resolved without weighing many considerations.

Last May marked the Seventy Fifth Anniversary of the Mills School. Our young men have done excellent work and continue to be an important factor in our Schools of Nursing.

As always, we are obligated to Miss Thelma J. Ryan and her loyal staff for their sustained devotion to the Schools and to the welfare of the Hospital.

Respectfully submitted,

ELLEN Z. MCCLOY

President

Bellevue and Mills Schools
of Nursing, Inc.

REPORT OF THE SECRETARY

The Board of Managers met sixteen times between September 26, 1962 and May 22, 1963. The December 26th meeting was cancelled.

Miss Ruth E. Bachman joined the staff in June 1962 as Administrative Assistant to the Board.

At the November 28th meeting Mrs. Frank J. Humphrey was elected to the Board in the class of 1964.

At the March 13th meeting Mrs. Lord's resignation was accepted with regret.

On April 10th at the Annual Meeting of the Society of the Bellevue and Mills Schools of Nursing the following Members of the Board were elected to the Class of 1968:

Mrs. Edward C. Brewster	Mrs. Edward G. Lowry, Jr.
Mrs. W. Palmer Dixon	Mrs. John J. McCloy
Mrs. John L. Loeb	Mrs. William H. Osborn

On April 10th at the Annual Meeting of the Board of Managers the following were elected for one year or until their successors are appointed:

Mrs. John J. McCloy	President
Mrs. Gardner D. Stout	First Vice-President
Mrs. Victor Borella	Second Vice-President
Mrs. Edward S. Rimer	Third Vice-President
Mrs. William H. Osborn	Treasurer
Mrs. Jose M. Ferrer, Jr.	Assistant Treasurer
Mrs. Albert Francke, Jr.	Secretary
Mrs. Archibald Douglas, Jr.	Assistant Secretary

At the regular Meeting of the Board on April 10th Mrs. Arthur O. Choate, Jr.'s resignation was accepted with regret. At the same meeting the announcement was made of Mrs. E. Burden Maynard's marriage to Mr. Thomas Robins.

It was also announced that Miss Martha Belle Grossman will retire after serving Bellevue for 36 years. She began her career when the Psychiatric Building was erected then worked her way through various departments to the Office of the Director. Here she also worked for the Board, which she continued to do after her transfer to head of the Admissions Office of the Schools.

The Student Tea was held on May 1st. Its success was heightened by the fact that Mrs. McCloy presented a token of appreciation from the Board to Miss Grossman for her devotion to the Hospital, the Schools and the Board during these many years.

Respectfully submitted,

ELEANOR F. FRANCKE

Secretary

Bellevue and Mills Schools
of Nursing, Inc.

ANNUAL REPORT OF THE BUDGET COMMITTEE

The committee has followed preparation and submission of the personnel budget for the Nursing Schools and the Nursing Service each year and notes urgently the number of years certain essential nurse education and nursing service areas have suffered from failure to obtain personnel positions requested.

For example since 1957 no increase in the number of teaching positions in the schools has accompanied an enrollment of students over 20% greater. A Department Head Librarian is vital to the large library of the schools which should be open from 9 am to 9 pm six days a week. There is no school accountant. Student security in the residence requires appropriate staff to replace elevator men now withdrawn.

For efficient nursing service, a Hospital Center such as Bellevue requires a stronger supervisory staff than a smaller hospital. This was reflected in last year's nursing service budget requests for key supervisory positions. These requests are resubmitted with a year's added drastic experience of need. They are essential immediately to coordinate nursing efforts for adequate patient care.

The committee urges favorable action on these budget requests. In too many instances it is long overdue.

Respectfully submitted,

RUTH D. LOWRY

Chairman
Budget Committee

FACULTY

BELLEVUE AND MILLS SCHOOLS OF NURSING AND ADMINISTRATIVE AND SUPERVISORY STAFF BELLEVUE HOSPITAL CENTER NURSING SERVICE

July 1, 1962 to July 30, 1963

ADMINISTRATIVE OFFICERS OF FACULTY

THELMA J. RYAN, R.N., M.A., *Director*
 JOSEPHINE K. TETRICK, R.N., M.A., *Associate Director*
 HELEN CARMODY, R.N., M.S., *Assistant Director for Curriculum*
 EVA THOST, R.N., M.A., *Assistant Director for Clinical Instruction*
 PEARL PAPASIAN, R.N., M.A., *Assistant Director for Clinical Instruction*
 HELEN V. RYAN, R.N., M.A., *Assistant Director, Student Personnel & Guidance*
 RITA LACOUTURE, R.N., M.A., *Supervisor of Student Health*
 DORIS WIESE, R.N., B.S., *Supervisor of Admissions*

FACULTY AND STAFF

ROBERT AKST, R.N., M.A., *Instructor of Medical-Surgical Nursing*
 *DOROTHY BELL, R.N., *Instructor of Premature Nursing*
 GLORIA BRAXTON, R.N., M.A., *Instructor of Biological and Physical Sciences*
 DOROTHY BRENNAN, M.S., *Librarian*
 *GRAYCE BROGAN, R.N., M.A., *Coordinator for Adult Surgical Specialties*
 ALICE BURKHARDT, M.A., *Recreation Counselor*
 MYRTLE BYRON, R.N., *Supervisor of Residence*
 JOHN CONWAY, B.A., *Recreational Counselor*
 MARION EBNER, R.N., *Instructor of Nursing Foundations*
 LOUISE FAULKNER, R.N., B.A., *Instructor of Medical-Surgical Nursing*
 BEATRICE FINKELSTEIN, B.S., *Instructor of Nutrition*
 BELVA GARDINER, R.N., M.S., *Instructor of Biological and Physical Sciences*
 *RUTH GISHLER, R.N., M.A., *Instructor of Medical-Surgical Nursing*
 *JEANNE GRUSHINSKI, R.N., M.S., *Coordinator for Medical Nursing*
 ANNE HENNESSEY, R.N., B.S., *Instructor of Pediatric Nursing*
 FRANCES JOHNSON, R.N., B.S., *Instructor of Biological and Physical Sciences*
 BETTY KAUFFMAN, R.N., M.A., *Instructor of Obstetric Nursing*
 MARY KEANE, R.N., *Instructor of Nursing Foundations*
 *DORIS KING, R.N., *Instructor of Medical-Surgical Nursing*
 HILDA KOLLARITSH, R.N., B.S., *Instructor of Medical-Surgical Nursing*
 RAYMOND KRUPA, R.N., B.S., *Student Personnel Assistant*
 ADA McLAUGHLIN, R.N., M.A., *Instructor of Nursing—Out Patient Department*
 ELLEN MACLELLAN, R.N., B.S., *Instructor of Nursing Foundations*
 LOUISE MACCHIO, R.N., B.S., *Instructor of Nursing Foundations*
 TERESA MADONNA, R.N., M.A., *Instructor of Neuro-Psychiatric Nursing*
 *ALICE MORRISSEY, R.N., B.S., *Instructor of Rehabilitation Nursing*
 *AGNES MURRAY, R.N., M.A., *Coordinator for Pediatric Nursing*
 *WILLIAM PATTERSON, R.N., B.S., *Coordinator for Surgical Nursing*
 DOLORES PHILLIPS, R.N., M.A., *Instructor of Biological and Physical Sciences*
 WILLIE SCHERTSON, R.N., *Instructor of Nursing Foundations*
 ESTELLE SCHNEIDER, B.S., *Instructor of Physical Education*

*Also responsible for supervision of service

MARY TOMASELLI, R.N., *Instructor of Medical-Surgical Nursing*
 *LUDOVINA TORO, R.N., B.S., *Coordinator for Operating Room Nursing*
 JOLAN TOTH, R.N., M.A., *Instructor of Psychiatric Nursing*
 *HELEN WAGO, R.N., Ed.D., *Coordinator for Chest Nursing*
 HELEN WILLIAMS, B.S., *Instructor of Nutrition*

Assistant Clinical Instructors

In addition to the above listed faculty members, there were sixty eight assistant clinical instructors who were assigned to the various clinical areas in which students were having their clinical experience.

ADMINISTRATIVE OFFICERS OF NURSING SERVICE

THELMA J. RYAN, R.N., M.A., *Director*
 MADELEINE R. MURRAY, R.N., M.A., *Associate Director*
 CHARLES HEROY, R.N., M.A., *Assistant Director*
 ED WADE JERNIGAN, R.N., B.S., *Assistant Director*
 ANNETTA HOFFMANN, R.N., *Assistant Director for Psychiatric Service*
 ALICE KINCH, R.N., M.A., *Assistant Director for Staff Education*
 SARA EDWARDS, R.N., M.A., *Assistant Director—Evening*
 HELENA O. SIRD, R.N., B.S., *Assistant Director—Night*
 MARIE SANDISH LAMBERTON, R.N., B.S., *Assistant to Director*

SUPERVISORS AND STAFF

JANE R. AJELLO, R.N., *Admitting Service*
 MARGARET BALLANTINE, R.N., *Psychiatric Service—Evening*
 MINNIE F. BIFFER, R.N., *Surgical Supplies and Equipment*
 VIRGINIA C. BRONSON, R.N., *Relief—Night*
 BEULAH BROOKS, R.N., *Chest Service—Evening*
 GILBERT BROOKS, R.N., B.S., *Adult Surgical Specialties*
 ELLEN B. BROWN, R.N., M.A., *Psychiatric Service—Evening*
 MARION B. BROWN, R.N., B.S., *Instructor of In-Service Education—Psychiatry*
 ELVA CHRISTY, R.N., B.S., *Surgical Service*
 EDNA COLEMAN, R.N., B.S., *Medical Service*
 MAE BATES COLLEY, R.N., M.A., *Instructor of In-Service Education*
 CLYDE CUNNINGHAM, R.N., *Relief—Evening*
 ALBERTA ELLIS, R.N., *R & S Pavilion*
 HELEN EVANS, R.N., B.S., *Pediatric Service—Night*
 DAVE FEINBERG, R.N., B.S., *Instructor of In-Service Education*
 RUTH FINK, R.N., *Relief—Night*
 GERALDINE FLAHERTY, R.N., B.S., *Admitting and Emergency Service—Evening*
 HERBERT FRANKLIN, R.N., *Psychiatric Service—Night*
 HERMINA FROMM, R.N., *F & G Pavilion*
 HELEN GERMAN, R.N., B.S., *Psychiatric Service*
 EUTHEMIA GIANUKAKIS, R.N., *Surgical Service*
 SHIRLEY GOLDSON, R.N., B.S., *Instructor of In-Service Education*
 MIRIAM GONZALES, R.N., *Conference Nurse for Obstetrics*
 MARY GORE, R.N., *Pediatric Service—Night*
 MYRA GREENIDGE, R.N., *Psychiatric Service—Night*
 FREDERICK HAMLIN, R.N., *Admitting and Emergency Service—Night*
 IRENE HIGGINS, R.N., *A & B Pavilion*
 DORIS HOEY, R.N., *Medical Service—Evening*
 JULIUS HORTON, R.N., B.A., *Surgical Service—Night*
 ROSE V. HORVATH, R.N., B.S., *Pediatric Service*
 PATRICIA IRWIN, R.N., *Adult Special Services*
 BLANCHE JACKOWSKI, R.N., *Psychiatric Service*
 JOSEPH KELLY, R.N., *Adult Surgical Specialties—Evening*

*Also responsible for supervision of service

MARY I. KNAPP, R.N., M.A., *Psychiatric Service*
 ARLINE LAUFFENBERGER, R.N., *Psychiatric Pavilion*
 HATTIE LEWIS, R.N., *Adult Special Services—Night*
 JULIETTE LEWIS, R.N., *Psychiatric Service—Mental Hygiene Clinic*
 ANNE McDONALD, R.N., B.S., *Obstetric Service*
 GERTRUDE McLAUGHLIN, R.N., *Relief—Night*
 GENEVA MADDEN, R.N., *Psychiatric Service—Evening*
 LINDA MADDOX, R.N., *Instructor of In-Service Education—Psychiatry*
 RUTH MINGUS, R.N., *I & K Pavilion*
 JESSIE MON GOY, R.N., *Instructor of In-Service Education*
 JULIA MURRAY, R.N., *Instructor of In-Service Education*
 CATHERINE O'BOYLE, R.N., *Surgical Service—Evening*
 SHELDON ORNSTEIN, R.N., B.S., *Instructor of In-Service Education*
 ELEANOR O'SHESKE, R.N., B.S., *Relief—Evening*
 KATHERINE OWEN, R.N., *Relief—Evening*
 CHRISTINE PARSEKIAN, R.N., *Emergency Services*
 BLANCHE PECKHAM, R.N., *C & D Pavilion*
 EUGENIA PLASS, R.N., *Medical Service—Night*
 EVA QUESTELL, R.N., B.A., *Adult Special Services—Night*
 FRANK QUICK, R.N., *Adult Special Services*
 ALICE QUINN, R.N., B.S., *Pediatric Service—Evening*
 GILBERT RAINER, R.N., *Admitting Service—Psychiatry*
 JOHN H. REID, JR., R.N., *Psychiatric Service—Evening*
 DOROTHY ROSS, R.N., B.S., *Neurology and Gynecology Services*
 SYLVIA SADKIN, R.N., M.A., *Psychiatric Service*
 ARTHUR SAMPSON, R.N., B.S., *Relief—Evening*
 LEONA SINGER, R.N., *Out Patient Service*
 PAULINE SJOGREN, R.N., *Chest Service—Night*
 ARTHUR SULLIVAN, R.N., B.S., *Relief—Evening*
 CRESCENTIA TROY, R.N., B.S., *Home Care Service*
 GLORIA WEBB, R.N., B.S., *Psychiatric Service—Night*
 DANA YOUNG, R.N., B.S., *Psychiatric Service—Night*
 ALEXANDER YOWICK, R.N., *Adult Special Services—Evening*

REPORT OF THE BELLEVUE AND MILLS SCHOOLS OF NURSING AND NURSING SERVICE

To the Board of Managers:

It is a great pleasure for me to record our activities and accomplishments in our four score and tenth year report to you.

We participated in two outstanding historical events this year. On May 25 the Mills School of Nursing celebrated its diamond anniversary, seventy-five years since its founding which was made possible by the gift of Mr. D. Ogden Mills to the City of New York and which was the first school of nursing for men in this country. The Mills Alumni Association made plans for the celebration and held Open House at "440" during the day. A dinner-dance followed at the Statler Hilton Hotel where a savory meal was served, a very brief program high-lighted the "old" and "new" Bellevue, old friends got together and the music and dancing were enjoyed by all. It was a most delightful occasion.

The Presentation of Plans ceremony on June 26 for the "new" Bellevue was the event of the year. We have all looked forward to this day for a very long time. Twelve Bellevue student nurses dressed in the uniforms of today, yesterday and yesteryear acted as hostesses and ushers and escorted the Honorable Mayor Robert Wagner to the platform.

The faculty has continued its study of the curriculum changes, evaluation of course content, methods of teaching, examinations, reports on nursing and nursing education throughout the country. The long awaited report of the Surgeon General's Consultant Group on Nursing (United States Department of Health, Education and Welfare) "Toward Quality in Nursing" was released. It is being studied and no doubt will have far reaching effects on current nursing programs and practices.

A sub-committee of the Executive Committee of the Schools was formed to study the basic nursing program or programs to be offered in the future. It will report to the Executive Committee in the fall.

The Committee on Admissions has had another very active year; we expect to admit 260 students in September.

The assistant to the Board of Managers has been most enthusiastic and helpful in getting the historical records, pictures and other memorabilia in order for display and safe keeping. The museum cases were moved from the library to the mezzanine floor where the perm-

anent exhibit will be. The historical collection of the schools and hospital which had been mounted in glass panels and hung on the walls outside the nursing office in the administration building was also moved to the mezzanine. The Board of Managers room is adjacent to this area and it has been painted, the furniture cleaned and rearranged and the portraits of Mrs. William Henry Osborn and Mrs. William Church Osborn were restored. We now have all of the historical materials together and we are very pleased to show visitors and friends our collection. More work is ahead to bring the materials up-to-date and to work on the valuable historical holdings in the library.

The schools became the donee of a check for \$500, as a result of the enrollment of a scholarship recipient and Mills student, Mr. Kenneth M. Case. Mr. Case received a scholarship award from the Marathon Oil Company, Findlay, Ohio for high scholastic achievement and the company made the unrestricted grant to the Bellevue and Mills Schools of Nursing. The money was used for a lovely spinet piano which was placed in the Wedgwood Room for use by students at their social functions.

The New York State Department of Education passed a new law, effective July 1962, that new graduate nurses must apply for a temporary permit to practice for one year pending the satisfactory passing of the professional examination and receipt of the license. This law applies to all professional nurses not licensed to practice in New York State. This requirement has made additional clerical work and made frequent checking of the nurses' status necessary.

The small dining room in "440" which was designed for faculty has been assigned for use by faculty, supervisors and head nurses. It has been greatly appreciated by all since the main dining room is being used for all categories of personnel from all departments in the hospital due to the closing of certain other areas and the construction underway for the "new" Bellevue.

The Nurses Health Service in "440" will care for students only in the future and will be known as the Student Nurses Health Service. Since April 1963 the graduate professional nurses report to the Employees Health Service in the hospital.

Housing for graduate professional nurses remains a real problem. The facilities provided in the administration building on the seventh floor have been most satisfactory and have been occupied constantly. However, the need for more space grows with the large classes entering and the majority who join the nursing staff after completion of course desiring to live in.

We are delighted with our new quarters for the Staff and In-Service Education Department which was completed and occupied

in June. They are located under the dining room area in "440" with its own entrance, demonstration and practice room, classrooms, kitchen, offices and storage space. We have had dynamic, on-going staff and in-service education programs but held in scattered and inadequate facilities. We believe the new facilities will greatly enhance our programs in the future.

A small five-bed Intensive Care Unit was developed on the New York University neurological-neurosurgical service and has proven itself to be most satisfactory. We had hoped that it would serve as a pilot study for all divisions and that we would move toward the development of such units in the surgical and medical buildings. At present the Recreation Room and Emergency Ward are being used as Intensive Care Units in addition to the purposes for which they were designed. This has proven to be most unsatisfactory to the nursing staff. Some consideration has been given to this matter by the Medical Board but no decisions have been reached.

The Department of Hospitals formed a Committee on the Transfer of Functions to study and determine what functions nurses could and should perform which were previously done by the medical staff. All hospitals were requested to submit procedures for which nurses have been asked to assume responsibility. It was a staggering list. The committee has met several times and the final decisions are awaited. No new procedures are to be undertaken without the approval of the committee. Nursing must continue to have this kind of assistance because the medical staff insists that we take over more and more of its functions. Some might well become and should become professional nursing functions but not with the understaffing at the present time.

We have had the opportunity to participate in planning and carrying out a part of the field experience for a student in Hospital Administration. Our plan for nursing service and nursing education was submitted and incorporated in the total plan for field experience for students in Hospital Administration who may be placed anywhere in the Department of Hospitals.

SCHOOLS OF NURSING

STUDENT ENROLLMENT

	Diploma		
	Bellevue	Mills	Total
first year students	196	15	211
second year students	185	17	202
third year students	195	17	212
			625

GRADUATE NURSE STUDENTS

The clinical facilities in the hospital center have not been utilized this past year in providing field experience for graduate nurses attending local universities.

The rehabilitation and home care units have been the source of continued orientation for registered professional nurses from hospital nursing staffs as well as visitors from foreign countries and these United States.

EDUCATIONAL PROGRAM

CURRICULUM

It was the decision of the Steering Committee to concentrate on the methods and tools of evaluation used in each course this year since the course outlines had been revised to permit a better ratio between hours of theory and clinical practice and to allow for a more realistic attainment of objectives. This has been a tremendous undertaking and considerable progress has been made in collecting the data. The compilation of the findings into a guide for a composite picture of the methods utilized in evaluating the basic program of study still remains to be done.

As a part of the evaluation process it was decided to institute the use of the National League for Nursing course-end achievement and comprehensive examinations. Policies concerning the uses of these examinations have been outlined and will also serve as criteria in evaluating the program.

The evaluation of the advanced nursing program by the nursing students, clinical instructors and supervisors resulted in some adjustments and rearrangement of specific experiences. As a followup, the committee on advanced nursing extended the evaluation to include a questionnaire sent to the new graduates and supervisors following four months of employment as graduate nurses in the hospital center. It is interesting to note that the conclusions drawn were comparable.

The State Board professional examination results for the class of 1962 have been received and reviewed. This is the first class to take these examinations under the reorganized curriculum. One hundred and seventy candidates, including one repeat and one degree candidate, completed all five examinations. Several faculty members assisted the Associate Director in revising the guide for interpretation of the evaluation record. The project was sponsored by the Director of Nursing Education and Nursing Service of the Department of Hospitals. The accepted revision has been received favorably

by the faculty and students because it can be utilized and interpreted with a better understanding of the nursing qualities to be evaluated in the total performance of nursing care.

The members of the administrative staff have conducted the promotion and guidance meetings according to the established schedule for the school year. We believe that counseling of students following the meetings has been beneficial for them. The plan to interview all students at intervals continues to be a source of satisfaction for the officers and, we trust, helpful for the students. Terminal interviews for the senior students completing the course of study in September 1963 have also been planned.

Gynecological nursing for men students has been extended to include observational experience in the dressing room and sufficient time allocation to examine clinical records and to converse with patients. This nursing experience has enabled the men students to present more meaningful clinical conferences and thereby obtain a more realistic understanding of the needs of women patients.

The revised plan of orienting students by an administrative officer to each new area or block of study appears to be an effective method of preparing students for new experiences based on past knowledge and information. This briefing, combined with a detailed orientation by the clinical instructor, has provided the student with a more positive approach to the learning process.

It has been the opinion of the administrative staff that it would be advisable to appoint a second clinical instructor in the major areas of clinical instruction to strengthen this phase of the program. As a beginning, a second instructor has been appointed in the field of pediatric nursing. The two instructors will provide more training and supervision of the assistant clinical instructors which will permit them to be more effective in their relationships with nursing students.

The revision of the educational policies of the schools of the Department of Hospitals has been completed. Our policies have been reviewed and aligned with those of the Department.

The School Bulletin for 1963-65 was revised and distributed to the schools on the mailing list and to the candidates for our schools of nursing. The revised brochure continues to be sent to prospective applicants.

A special committee of the faculty is developing a handbook for each faculty member. This booklet will also serve as a tool for the orientation of new faculty members. The committee expects to complete the assignment for distribution in the early fall.

In keeping with the recommendation made by the National League for Nursing, following their accreditation survey in 1961, that the associate members of the faculty become more involved in the total program, it was decided to consider assistant clinical instructors as instructors in the First Aid Course. To date a total of three assistant clinical instructors are qualified to teach this course. It is anticipated that more instructors will be prepared during the 1963-64 school year.

Plans were completed following instruction in the course of Disaster Nursing for the senior students to be supervised in the clinical areas in the administration of intravenous infusions which are limited to vena puncture by needle. Students are also being instructed in the taking of the apical radial pulse rate.

RESEARCH STUDIES

A copy of the final report of the research project concerning student withdrawals from schools of nursing was received. The project was conducted by Public Service Research, Inc., Stamford, Connecticut under a United States Public Health Service Grant.

The results of the study and the recommendations made are being reviewed by the administrative officers of the schools. It is possible that some adjustments may be made in the program as a result of the findings.

The Psychological Testing Corporation of New York completed the second phase of the study to correlate grades achieved at the end of the first year with the results achieved on the revised entrance examination for professional schools of nursing.

As a result of this study a new individual report form of the test results on the entrance examination is being received. It appears that considerable thought was given to the computation of a new scholastic aptitude total as a predictor of success in schools of nursing.

The schools did not participate in any new projects for the year 1962-63.

LIBRARY

The use of the library has increased considerably since instructors have assigned students to prepare more detailed reports and projects. This requires more searching for information on specific subjects.

The Faculty Committee approved the policy of keeping the library open on Saturdays from 9 am to noon with the understanding

that the extension was a trial period to see if it was warranted. Due to the fact that Saturday usage was not large and due to personnel shortages, Saturday service was discontinued. It may be resumed whenever there are enough users and there is a full quota of library workers.

The matter of making the library attractive and comfortable to those who use its facilities and to the staff who works there is a long range project which the committee fully supports. No basic changes in lighting, ventilation and working space can be effected since too many structural changes in the architectural design would be required. The things that are possible, such as keeping the fluorescent lights operating properly, and keeping the windows open for fresh air, have been done.

Statistics:		Total in
New Books		Library
Reference including bound periodicals	130	9,155
New Title	102	
Duplicates	28	
Recreational fiction and non-fiction	195	2,155
New Periodicals	37	71
New Pamphlets	88	
Educational Films rented or borrowed	178	
Circulation	17,650	
General Books	10,550	
Periodicals	6,333	
Pamphlets	767	
Number of Readers	17,345	
Number of Reserves	5,756	
Orientation to the Library	280	
Visitors	173	

The City of New York approved a budget of \$201.50 for binding and new periodicals. The Educational and Recreational Fund of the schools expended \$1,450. for books, pamphlets and periodicals.

HISTORICAL COLLECTION

The library maintains an historical collection of over a thousand volumes with the emphasis on Bellevue history. This consists not only of year books of the various graduating classes reaching back many years, but also alumnae bulletins, special histories of Bellevue and photographs of Bellevue activities in World War I and II. There are also general medical histories and a number of good biographies such as those of Florence Nightingale and Clara Barton.

STUDENT PERSONNEL PROGRAM

COUNSELING AND GUIDANCE

During the past year progress was made in coordinating the various aspects of the program. Staff members, in addition to working with specific student groups, assumed the responsibility of class advisors. Miss Byron was advisor for the Freshman Class, House Committee and Service Committee and coordinator for Housekeeping and Dietary Departments. Miss Burkhardt, in addition to assisting the Weekend Fun Group and Modern Dance Group, was coordinator for Maimonides, Society of St. Luke's, Nurses Christian Fellowship and advisor for the Junior Class. Mr. Krupo was advisor for the Senior Class, Theatre Guild, Budget Committee and Mills Student Association. Mr. Conway worked closely with the Athletic Committee, Publicity Committee and the Chorus and was coordinator for the Newman Club. All members of the staff worked in unison with the Executive Committees of the Student Associations and the Social Committee. Staff and students found this plan effective in scheduling school and class activities with a minimum of conflicts. The advisors found it especially beneficial in providing opportunities for group counseling.

As would be expected, much time was devoted to interviews and individual counseling. The year was marked by an unusually high incidence of personal and family problems among the student body. Consultations with parents were numerous and in most instances satisfactory solutions were reached.

The cooperation of faculty members, the Health Service and the Chaplains, so vital to the success of the program, has been most gratifying.

STUDENT ACTIVITIES

The Student Associations were well represented at the annual conventions of the state and national student nurses associations. In the fall six Bellevue and four Mills students attended the state convention in Albany. Four Bellevue and three Mills students participated in the activities of the national convention in Atlantic City in May. Representatives attended the monthly meetings of Area 8 and a Bellevue student was elected Treasurer of the Area for the coming year. At the annual Talent Show of the Area, which was held in the auditorium of the residence, a plaque for outstanding performance was awarded to a group of Bellevue students for their act entitled, "Variations on the Village Square".

Great interest was shown in the Taiwan Project, initiated by the National Student Nurses' Association to raise funds to erect a

dormitory at the School of Nursing of the National Defense Medical Center in Taiwan. A total of \$1,690. was raised by the Bellevue-Mills Committee. This generous donation, the largest of any school in the state, was made possible by contributions from students, faculty and the Board of Managers.

Interesting programs were presented at the monthly meetings of the Student Associations following the business sessions. Guest speakers included the Associate Executive Director of the American Board of Medical Aid to China, a member of the Narcotics Squad of the New York City Police Department and the CARE Executive Director in charge of Medico Service.

Students had ample opportunity to participate in social and recreational activities. One of the events was the Penny Fair in April which was patronized by a large number of students, their families, friends and faculty members. The proceeds were donated to the New York Herald Tribune Fresh Air Fund and the Medico Service of CARE. Each organization received \$125.

The Theatre Guild presented two performances of "Arsenic and Old Lace" in May. Following the presentation of certificates and awards on Chase Award Night in June, the Chorus was featured in its annual concert and the Modern Dance Group presented its recital. These groups are to be commended for their outstanding performances.

A most enjoyable social event was the Get-Together party given by the Board of Managers in May for the entire student body. The students were most appreciative of this opportunity to become better acquainted with the members of the Board. A sincere vote of thanks is extended to this group for its continued interest in student welfare. Mrs. Alexander, Mrs. Loeb and Mrs. Osborn have kept in close contact with student activities and problems through their attendance at School Council meetings. Their cooperation and assistance are gratefully acknowledged.

UNIFORMS

Since the traditional cape ceased to be a practical part of the uniform and was frequently discarded at the end of the course it was replaced for the class of 1965 by an all-season, weatherproof, navy blue coat with a detachable lining. It may be worn for street wear as well as part of the uniform and has no identifying insignia. It has proven to be a very satisfactory replacement.

HEALTH

The increase in student enrollment has markedly increased the work load of the Health Service both before and after the

admission of the students. In April the service to graduate professional nurses was transferred to the Employees Health Service in the hospital.

A low incidence of serious illness among the nursing students was noted again this year. There was a decrease in the number of cases of virus pneumonia and only three students were treated for this illness.

The incidence of Streptococcal Pharyngitis and strep carrier states was higher than usual. Eighty six patients were treated because of the presence of streptococci. Sixty five of these patients were symptomatic and twenty one were not, but had positive routine cultures. A policy for the management of this problem was formulated by the Medical Director of the Health Service and the Chairmen of the Departments of Pediatrics and Obstetrics. The efforts of the nursing staff in following the epidemiology of the streptococcal infections contributed very greatly to the efficient management of the problem. The diligent work in performing laboratory procedures and the close contact and friendly relationships with the Bacteriology Department were most helpful to the medical staff.

The attitude of the staff toward smoking is in agreement with published reports. It has been observed that there is an increase in the severity and duration of bronchitis in smokers with minor respiratory infection as compared with non-smokers.

Four students developed pulmonary tuberculosis. One, a senior, was a reactor to tuberculin on admission to the school and the lesion was discovered on routine x-ray in January. She was treated from January to June on an ambulatory basis and then admitted to Raybrook State Hospital because of difficulties encountered in taking the medications prescribed. Three other students in the class of 1964 are under treatment with Isoniazid and PAS for lesions demonstrated by x-ray at the time of tuberculin conversion in April 1963. A fifth student whose disease was reported last year is continuing therapy for a second year.

The ambulatory, self-medication treatment of students with active disease necessitates close supervision and surveillance and has created new problems in determining whether treatment is being carried out properly and effectively.

Fourteen students, eleven of whom are members of the 1964 class, are receiving Isoniazid therapy because of recently acquired tuberculous infection as determined by tuberculin conversion during the year. The higher than usual number of conversions among the class of 1964 in April raised the question of the source of infection. Ward assignments were compared and no constant pattern could be established. A list of personnel employed in the residence was sub-

mitted to the Employees Health Service for review. While not entirely completed, no active cases have been found. After reviewing the record of tuberculin conversions for the past five years, the Chest Consultant is of the opinion that the new incidence of infections is not inconsistent with past experience.

A herniated nucleous pulposus was removed and a spinal fusion performed on one student who was apparently injured while lifting a patient. The procedure was performed by the members of the Departments of Neuro-Surgery and Orthopedics of the hospital. The patient's recovery was unusually good and she will be readmitted to the school in July 1963.

Five operations for exision of fibroadenomata of the breast were performed. Four required hospitalization and one procedure was performed in the Health Service operating room. There were nine other surgical procedures requiring hospitalization which included: excision of pilonidal cyst, lymph node biopsy, tonsillectomies, sub-mucus resection and urologic procedures. In addition to the above there were twenty minor operations performed in the Health Service operating room by the school surgeon.

Two students sustained major fractures which required extended treatment. A fracture of the humerus occurred while the student was skating and a fracture of two metacarpals sustained on duty.

The gynecologist has continued to treat and follow students who report symptoms of vaginitis, dysmenorrhea and functional bleeding. In the fall the gynecologist plans to introduce a new medication for treatment of dysmenorrhea.

There were two psychiatric admissions and both students resigned following discharge. A third student resigned at the recommendation of the school psychiatrist because of a character disorder.

The Medical Director, or an examining physician, examined a total of 350 applicants to the school. Five were rejected for reasons of health and two failed to complete their applications. Twenty five other applicants were rejected on the basis of information obtained during the processing of their applications.

In previous years the Health Service has retained the services of three senior medical students as resident assistants but during the past year the department has functioned without the services of such auxiliary medical staff. Their absence has increased the work load of the Medical Director and has increased the responsibility of the nursing staff in evaluating significant changes in patients' conditions and making judgments about the severity of medical problems that are presented when the medical staff is away from the school.

Statistical Data:

Admissions to Infirmary	989
Days of Infirmary Care	3,719
Admissions to Hospital	19
Total Visits to Morning Clinical Sessions (*Including Seen by Physicians)	4,620* 1,631
Patients Treated by Consultant Staff	592
Specialty Clinic Visits	526

Dr. W. Ross McCarty, Associate Professor of Surgery, New York University School of Medicine, was appointed to the position of School Surgeon in September 1962. Dr. McCarty replaces Dr. Samuel Standard who resigned after twenty eight years of service.

RESIDENCE

The Housekeeping Division has contributed immeasurably in maintaining the residence so it could function to capacity. Much has been accomplished in obtaining repairs and replacements but there are 173 student rooms, infirmary rooms and corridors from which the ceiling plaster has fallen making these areas unsafe as well as, in some instances, inoperable. There have been repeated reports and requisitions submitted and conferences held with the divisions involved but, to date, no action has been taken in this serious situation.

RECRUITMENT

The response to the Open House Programs sponsored by the Recruitment Committee was most gratifying. There were six programs planned with a total of 1,212 secondary school students in attendance. Because of the arrival of large numbers of students who had not made prior arrangements, the committee is of the opinion that a system of issuing admission tickets to principals and counselors will allow for better control of the program. This will be given further consideration.

The faculty members and students also participated in eleven recruitment trips to Senior and Junior High Schools, their various nurse clubs and the Junior American Red Cross. A total of 907 students were reached by this method.

SCHOLARSHIPS

The increased interest and emphasis placed on scholarship assistance for applicants seeking admission to schools of nursing is gratifying.

The New York State Education Department Scholarships were awarded to 127 students enrolled in the schools of nursing. In addition, 14 students have received some financial assistance from various local organizations.

The Vivian B. Allen Scholarship Fund has provided financial assistance for 7 students during the year. We have been informed by New York University Medical Center that another substantial sum of money has been added by the Vivian B. Allen Foundation for investment and that the amount of money available for student assistance will be increased considerably.

ARMY STUDENT NURSE PROGRAM

In the spring of 1963 the United States Congress approved the acceptance of men nursing students into the Army Student Nurse Program for the first time. Leslie Hunter, Royce Jones and Charles Smith in the class of 1963 were approved for the student program and will be enlisted in the United States Army Reserve for a period of six years. Four men from the class of 1964—Roosevelt Brown, Jr., Joseph Kanusky, Edward Kurlanski and Raymond Smith—were accepted in the student program but will not be eligible for enlistment in the United States Army Reserve until September 1963.

Five women students from the class of 1964—Lucille Brady, Kathleen Leardon, Patricia McKiernan, Nancy Nolan and Christine Visco—were accepted into the Womens Army Corps, United States Army Reserve.

CAPPING, PINNING AND AWARDS EXERCISE

The Director of Nursing presided at the graduation eve program which was held in the auditorium on June 4, 1963. At this time, the Bellevue students received the school cap and both women and men students received their respective school pins.

Mrs. William H. Osborn, Treasurer of the Board of Managers, delivered a short speech of greetings and congratulations on behalf of the members of the Board of Managers.

Miss Thelma J. Ryan, Director, presented awards to the following students:

Griffin-Dock Award	This prize of \$50.00 (named for Mrs. William Preston Griffin, one of the founders of the Bellevue School and Miss Lavinia Dock, a distinguished Bellevue graduate) was awarded to the Bellevue student who displayed outstanding scholastic achievement and clinical practice and was the possessor of excellent personal qualities. The recipient — *CAROL MITCHELL.
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Mills-Reid Award

This prize of \$50.00 (named for Mr. D. Ogden Mills, founder of the Mills School and his daughter, Mrs. Whitelaw Reid, a former member of the Board of Managers) was awarded to the Mills student who displayed outstanding scholastic achievement and clinical practice and was the possessor of excellent personal qualities. The recipient—*LEON McAULAY.

Honorable Mention

Patricia Baumbach, *Lorraine Besczczak, Eve Brandon, Danielle Brazenor, *Sheila Coleman, Barbara Greene, Theresa Iacifano, Ivery Jenkins, *Royce Jones, *Mary Jungherr, Helen Kormorski, *James Lahey, Victoria Levitt, Barbara Mencik, Kathleen O'Connell, Wendy Post, Catherine Thompson, Wanda Wasylewski, Sarah Williams, Barbara Woods.

Bellevue Alumnae Association Award

This prize of \$25.00 was given to the Bellevue student whose personal and professional qualities indicate real potential as a nurse practitioner. The recipient — CATHERINE THOMPSON.

Mills Alumni Association Award

This prize of \$25.00 was given to the Mills student whose personal and professional qualities indicate real potential as a nurse practitioner. The recipient — *ROYCE JONES.

* On Honor Roll for three years.

GRADUATION

On Wednesday June 5, 1963 a beautiful, warm, pleasant day at the One Hundred and Thirty First Commencement Exercises at New York University, there were 195 women and 17 men candidates for the diploma in nursing, making a total of 212 nursing students.

BELLEVUE SCHOOL OF NURSING

BELLEVUE

Linda Alborelli
Adrienne Allard
Evelyn Armstrong
Jeannette Badger
Sandra Badger
Barbara Bannister
Patricia Baumbach
Eileen Bellino
Cecilia Bergamo
Marjorie Bernava
Roberta Berrigan

Lorraine Besczczak
Arlene Beyer
Carol Boyd
Joan Braack
Gail Brady
Eve Brandon
Danielle Brazenor
Victoria Brezinski
Maryellen Browne
Shirley Brunner
Louise Bunnell
Mary Burnside

Rose Carrasco
Joann Casertano
Bernice Charles
Mayble Charles
Sandra Chevannes
Loretta Chiarelli
Claudette Ciotti
Jean Coleman
Sheila Coleman
Marguerite Colonnese
Mary Conlon
Patricia Corcoran

Margaret Crehan
 Margaret Curtin
 Joan Dantzler
 Catherine DeCesare
 Shirley Denker
 Theresa Doddato
 Patricia Donovan
 Kathryn Droge
 Jane Drozd
 Celeste Dubosky
 Joan Duggan
 Eileen Dwyer
 Roberta Efron
 Janet Eliassen
 Doris Eskdale
 Angela Famiglietti
 Mary Faulkner
 Jane Feinstein
 Vivian Ferrone
 Joanne Ford
 Genevieve Forgione
 Margaret Forrest
 Naomi Freilich
 Carole Furnée
 Evelyn Gaffney
 Marie Githens
 Patricia Gomes
 Jerilyn Gowrie
 Mary Graham
 Patricia Grant
 Ann Gray
 Pamela Greaves
 Barbra Greene
 Joyce Greer
 Mary Guchek
 Ann Gumbs
 Helen Hafner
 Helen Hanley
 Judith Harrison
 Kathleen Hinckley
 Joyce Hobarth
 Jeanette Hodson
 Virginia Hogan
 Theresa Iacifano
 Adele Intardonato
 Ivery Jenkins
 Karen Johnson
 Pauline Josberger
 Mary Jungherr
 Roberta Justinger
 Roberta Kancewick
 Rissa Kaplan
 Patricia Kasmarik
 Joan Katchihtes

Kathleen Kelley
 Theresa Kenmore
 Christine Kleban
 Dorothy Klein
 Maria Kleinheidt
 Barbara Kohlhepp
 Helen Kormoski
 Judy Kornhoff
 Anne Korzenowski
 Florence Kravitz
 Janet Kristensen
 Madeline Kusk
 Yolanda Laboy
 Priscilla Lappin
 Winifred Lavin
 Agnes Leitheuser
 Dorothy Lennon
 Dorothy Leptis
 Louise Lesneski
 Victoria Levitt
 Elizabeth Ligush
 Aurelia McCaskey
 Kathryn McClelland
 Carol McGill
 Sandra McKeith
 Patricia McLaughlin
 MaryAnn Mackey
 Carol Maher
 Margaret Mallon
 Kerry Maloney
 Doris Marchenbeck
 Doris Markle
 Patricia Meehan
 Carol Mellin
 Barbara Mencik
 Carol Mitchell
 Lillian Moakley
 Mary Moore
 Pamela Mulle
 Mary Murray
 Noreen Nash
 Ruby Navarro
 Beverly Nelson
 Kathleen O'Connell
 Joan O'Neill
 Juliana Onuska
 Joan Pacenta
 Stephanie Palmer
 Elena Palumbo
 Christina Pehoda
 Susan Peters
 Marcia Phoenix
 Barbara Pickens
 Carol Pirtz

Elaine Polesir
 Wendy Post
 Ruth Powell
 Rubie Reddick
 Lynn Reiger
 Agnes Reilly
 Maria Rizzo
 Ann Roe
 Eileen Ronan
 Carol Rucci
 Barbara Rudgunas
 Barbara Rudolph
 Joyce Sayegh
 Antoinette Scheel
 Loretta Schiebel
 Mary Schmalzried
 Rosemary Schrammel
 Elizabeth Seibert
 Patricia Sessa
 Anne-Marie Shea
 Donna Short
 Adrienne Sklarsh
 Barbara Smarc
 Gertrude Smith
 Dolores Sohn
 Sylvia Sosa
 MaryAnn Stack
 Barbara Stanton
 Rita Stine
 Mary Sullivan
 Margaret Taylor
 Catharine Thompson
 Marion Tolericco
 Georgia Trojan
 MaryAnn Turi
 Alberta Valente
 Helen Van Shea
 Barbara Vescovi
 Barbara Vogel
 Wanda Wasylewski
 Anna Weber
 Malva Wescoe
 Eleanor Whidden
 Winifred White
 Elise Wiel
 Sarah Williams
 Evelyn Wisinski
 Lois Wolpert
 Barbara Woods
 Elizabeth Woods
 Bobbie Young
 Regina Zebertavicius

MILLS SCHOOL OF NURSING

Harold Bowersox
 Robert Brazier

James Dippel
 Frank Harris

Leslie Hunter
 Royce Jones

Joseph Katilus
James Lahey
John Laney
Leon McAulay

Charles Miller
Gene Mundie
Franklin Ober
Robert Oshins

Robert Proper
Lawrence Rothschild
Richard Waring

FACULTY AND STAFF

It is gratifying to know that many faculty members wish to attend the various educational meetings sponsored by professional organizations. The clinical and assistant clinical instructors enjoyed and profited from such presentations as: teaching medical-surgical nursing, management of the patient with stroke, heart disease, liver infections, cancer, psychiatric manifestations nutritional disturbances and the nursing care of children.

The Director of Nursing was moderator of a panel prepared by the New York State Nurses Association in Albany, New York titled, "Nursing Education Views Nursing Service and Nursing Service Views Nursing Education". Two faculty members attended this meeting and presented a very interesting discussion at a scheduled faculty meeting.

The instructor and an assistant from the Out Patient Department attended an interesting and unusual institute sponsored by the Department of Hospitals titled, "Institute on Intercultural Communications". Another institute of two weeks duration, "Nursing in a Venereal Disease Program" was reported on at a faculty meeting by the Instructor in the Out Patient Department Nursing. As a result of this institute some emphasis is being placed on venereal disease in the nursing program.

The Director and Associate Director attended the annual meeting of the Council of Member Agencies followed by the Biennial Convention of the National League for Nursing from May 10-17 at Atlantic City, New Jersey. Issues pertaining to the future of nursing and nursing education were highlighted.

The faculty meetings have been well attended, many curriculum aspects have been discussed and clarified, information pertaining to adjustments suggested and decisions reached by the committees and the Administrative Council have been exchanged.

Each faculty meeting was followed by an In-Service Program. Very interesting reports were followed by lively discussions of conferences and meetings attended by faculty members. The group was particularly interested in a report, "Educational Television", sponsored by the Department of Hospitals. This presentation also included an evaluation of the first television program for nursing students, "Legal Aspects of Nursing". The assistant clinical instructors also had interesting programs. The theme being the improvement of supervision and evaluation of students' nursing practice.

The Supervisor of the Student Health Service was privileged to attend the National Tuberculosis Association Convention in Denver, Colorado.

The Librarian also received considerable assistance as a result of her attendance at the Institute of Hospital Librarianship.

The Instructor of Rehabilitation Nursing was a speaker at the one-day symposium in Town Hall, New York City on "The Rehabilitation of the Hemiplegic Patient".

We are pleased to report that two assistant clinical instructors, in collaboration with a doctor from Albert Einstein College of Medicine, Yeshiva University, wrote an article, "Neo-Bladder", which appeared in the April 1963 issue of the American Journal of Nursing.

The course, "Principles of Clinical Teaching", was offered twice during the year. The first course consisted of twenty nurses some of whom were assistant clinical instructors. The second course was made up of eight newly appointed clinical instructors. This is an increase of fifteen students over last year's enrollment.

It has been our experience that assistant clinical instructors, as associate members of the faculty, move about rather freely. As a general rule employment is of shorter duration because of marriage plans and those with full academic preparation seek other positions with more responsibility and remuneration. The following statistical information is significant:

Appointments	27
Resignations	16
Transfer to Staff Nurse Positions	2
Transfer to Nursing Service Supervision	4
Educational Leave of Absence	3
Maternity Leave of Absence	1
Promotion Within the Schools	4

It must also be noted that two science and one nutrition instructor and two clinical instructors have resigned. This turnover requires even greater effort on the part of the administration as well as instructors to maintain the high caliber of instruction for which we continuously strive.

There was a small percentage of appointments and resignations in the clerical staff and, at present, we are pleased with the work performance of this group.

Approximately twenty eight faculty members, including assistant clinical instructors, were enrolled as part-time students in universities and colleges and two members were enrolled as full-time students.

VISITORS TO THE SCHOOLS

It is our pleasure once more, to report that we had distinguished nursing educators and medical men visit the Schools and Residence. Several schools of nursing, including students from baccalaureate and associate degree programs, utilize the psychiatric clinical area for observational experience. A total of one hundred and seventy students were accommodated.

Approximately forty five students from Cornell University New York Hospital School of Nursing visited the Chest Service for observation of a chronic disease service.

Registered nurses from Chile, Holland and Switzerland were also interested in "seeing" the hospital and "hearing" about the nursing program.

As usual, we were pleased to talk with six doctors from the South American countries who are studying in this country through arrangements made by the Kellogg Foundation.

The Bellevue students were hostesses to a few student nurses from London, England who attended the National Student Nurses Association annual meeting in Atlantic City, New Jersey in May 1963.

NURSING SERVICE

Many of the activities formerly ordered and carried by members of the medical staff are gradually being delegated, or attempts are being made for their delegation, to members of the professional nursing staff. The legality for the practice of some of these activities or procedures by nurses is frequently questionable. When legality for such performance is established the nursing service administration is confronted with the difficulty of extending this additional work as part of the patient care program because of the lack of professional personnel to execute same. We are constantly under pressure from the medical staff to take on more and more and when procedures are under study or are not approved as functions of the professional nursing staff a major problem develops between medical and nursing administration.

It is most difficult to give nursing care to satisfy the patients' needs and the doctors' demands when the professional nursing staff is low and so greatly outnumbered by non-professional personnel. A head nurse has many innumerable persons with whom she must have daily contacts. Her responsibilities are greatly increased when she has to devote so much time to the supervision of the non-professional personnel assigned to assist with patient care in her clinical area.

The nursing service administration is supported and sustained through the staff education programs for professional nurses and the in-service education programs for the upgrading of auxiliary personnel. Without such opportunities for guidance and professional growth the weighty problems would become bewildering and harassing to all concerned.

Some interesting statistics are included in this report which will substantiate the fact that the procurement of registered professional personnel becomes increasingly difficult each year.

STATISTICS OF NURSING SERVICE, JUNE 30, 1963

PROFESSIONAL STAFF	POSITIONS AUTHORIZED BY BUDGET			NUMBER OF PEOPLE EMPLOYED			PERCENTAGE OF POSITIONS FILLED		
	General & Chest	Psychiatry	Total	General & Chest	Psychiatry	Total	General & Chest	Psychiatry	Total
Administrators, Supervisors, Head Nurses and Instructors*	256	67	323	237	47	284	92.1	70.1	87.9
Professional Staff Nurses	663	296	959	205	20	225	30.9	6.7	23.4
TOTAL REGISTERED NURSES (all categories)	919	363	1,282	442	67	509	48.0	18.4	39.7
NON-PROFESSIONAL STAFF									
Practical Nurses	264	80	344	188	66	254	70.4	82.5	73.8
Nurses Aides	552	151	703	895	388	1,283	162.1	256.9	182.5**
Ward Clerks	70	19	89	70	17	87	100.0	89.4	97.7
Messengers	67	18	85	65	17	82	97.0	94.4	96.2

* includes faculty positions in Schools of Nursing.

** 82.5% Nurses Aides employed on professional and practical nurse lines.

RATIO OF PROFESSIONAL STAFF NURSES TO PRACTICAL NURSES AND NURSES AIDES, June 30, 1963

General and Chest Service . . . 1 to 5.2 Practical Nurses and Nurses Aides—(1 to .91 Practical Nurses and 1 to 4.3 Nurses Aides).

Psychiatric Service . . . 1 to 22.8 Practical Nurses and Nurses Aides—(1 to 3.3 Practical Nurses and 1 to 19.4 Nurses Aides).

As of June 30 in the following years:

	1959	1960	1961	1962	1963
General and Chest Service	1 to 3.9	1 to 3.8	1 to 4.8	1 to 5.6	1 to 5.2
Psychiatric Service	1 to 8.0	1 to 13.4	1 to 13.6	1 to 20.3	1 to 22.8

The above statistical table covering the specific date of June 30 for the five year period from 1959 to 1963 reveals a fairly progressive increase in the ratio of non-professional personnel as compared with the professional. In General and Chest the range is from 1 to 3.9 in 1959 to 1 to 5.2 in 1963 and in the Psychiatric Service the range is to 1 to 8.0 in 1959 to 1 to 22.8 in 1963. Such a staffing pattern is a source of great consternation to the nursing service administration and grows more alarming when there appears to be no ray of hope for acquiring and retaining more professional staff to care for the many patients on the medical, surgical and psychiatric wards.

There has been some slight improvement in absenteeism but more is to be desired in this distressing situation which constantly adds to the depletion of our manpower for service. Lateness in reporting for duty, all categories of personnel, and while a few penalties have been imposed there is no evidence of improvement to date.

STAFFING PROBLEMS AND RECRUITMENT

The ever present problem of staffing has not diminished except in the months of September and October in 1962 when our new graduates accepted employment in this institution. We were fortunate in augmenting our staff with 116 of these graduates.

Again this summer we have realized how much the senior student program has contributed to patient care. This is the second year that such a program has been in operation. A sub-committee of the Curriculum Committee of the Schools of Nursing which consisted of clinical instructors and the Assistant Director for Staff Education evaluated the experience of the senior student program with the objective in mind of making substitutions or eliminations in the program where it was deemed feasible to provide more extensive and profitable experience for the student. Nursing service personnel in the clinical areas where these students were assigned have been most complimentary in their remarks relating to the efficiency with which the students adapted themselves to the ward activities and patient need.

Research positions continued to draw some of our nurses because of the attractive hours, good salary and college credits in addition to augment the monetary compensation. The Department of Hospitals is still unable to compete with such offerings.

Each year it grows increasingly difficult to attract professional personnel for coverage on weekends and holidays. Some consideration should be entertained for the possibility of a salary differential

to entice potential applicants. This problem has reached serious proportions and deserves some study to meet this situation.

Recruitment is hampered considerably because of many factors which have not changed sufficiently to facilitate employment. Some of these are:

moderate income housing in the vicinity of the hospital area is non-existent and hopes for such facilities in the near future are questionable;

voluntary hospitals are in a position to offer good housing facilities, comparable salaries and fringe benefits as college credits to complement the salaries paid;

more modern conditions and work environment as well as work loads which are considerably lighter;

burdensome clerical duties which inhibit nurses in the practice of their professional duties—they wish to teach nursing or to nurse patients;

acceptance of unions is difficult for the profession because some members of the nursing personnel abuse the privilege of being a union member and utilize this connection as a wedge to gain opportunities for poor work performance which causes frustrations.

September and October of each year are the months eagerly awaited by the nursing service administration and the overburdened professional personnel because at these times there is the influx of our new graduates who join the staff. It is, to use a simile, like a transfusion.

STAFF AND IN-SERVICE EDUCATION PROGRAM

In comparing the statistical report for this past year with those of previous years, it is obvious that some of the clinical areas have assumed more responsibility for the in-service teaching of personnel—notably, the Recovery Room, Fourth Division Neurological Service, Medical Service, Chest and Medical-Surgical Specialties. The supervisors responsible for in-service education in these areas are to be commended for their efforts to upgrade personnel and to improve patient care in their special clinical areas. It is hoped that other supervisors will plan programs for their areas as well.

The in-service instructors have been most cooperative and have willingly carried heavy class schedules when nursing service has needed newly prepared staff nurses, practical nurses and nurses aides. They have checked and assisted both professional and non-

professional personnel who have had difficulty with procedures such as temperature taking, administration of medications, the Metric System and many others.

Major concentration in the past year has been a program for the supervisory and head nurse groups. The program for supervisors was informational in nature and a continuation of the Department of Hospitals Supervisors Workshop of the previous year.

A one day Workshop Session was planned and held for all 109 head nurses in Bellevue in October and November. Topics included were head nurse functions, interpersonal relationships, union functions and legal aspects of nursing.

Many films relating to patient care, infection control, nursing procedures and techniques were shown to professional and practical nurses aide groups. The basic job training programs to prepare head nurses, staff nurses, practical nurses and nurses aides were carried on routinely by the In-Service Education Department.

The equipment purchased last year—16 mm. projector, tape recorder and slide projector—have been in constant use since many excellent educational films and visual aids can be used to supplement classroom teaching. Tape recordings of the Head Nurse Workshop and some of the Recovery Room programs were made to be used in future in-service programs.

The In-Service Education Department moved to the newly constructed in-service area in the 440 Nurses Residence on June 26, 1963. This makes the execution of programs much easier by having offices, demonstration and practice room, classroom and projection equipment in one compact area instead of being scattered over widely separated areas of the hospital as has been the case formerly.

A total of hours of instruction and number of personnel follows:

PERSONNEL	NUMBER OF CLASS HOURS	NUMBER OF PERSONNEL
Professional Nurses	469	2,857
Practical Nurses	1,105	610
Nurses Aides	2,706	2,063 (basic and advanced)
Ambulance Attendants	26	5 (basic)
Ambulance Attendants	14	14 (refresher course)
Messengers	138	23
Clerks	138	30
Dietary Aides	253	23
TOTALS	4,835	5,611

NURSING SERVICE ORGANIZATION

Our Nursing Service Organization has proven invaluable in utilizing the efforts of its various committee members toward improving conditions which reflect better patient care such as the recruitment of the best possible personnel to administer such care and keep it at an acceptable level which is difficult when professional staff and supervision is minimal and to endeavor to secure modern equipment and disposable supplies which makes nursing service less burdensome and which tends to relieve the harassment and frustration of personnel who wish to give of themselves for optimal service to patients.

The Committee on Appointments, Promotions and Transfers has continued its weekly conferences for the review and screening of applications for all nursing service personnel. During the period of May 7, 1962 through April 8, 1963 the following actions were taken:

APPOINTMENTS

Registered Nurses (all categories)	215
Practical Nurses	31
Nurses Aides	134
Operating Room Technicians	12

PROMOTIONS

Registered Nurses	49
Nurses Aides to Practical Nurses	12

TRANSFERS

Registered Nurses	32
Practical Nurses	7
Nurses Aides	7

It is interesting to note that during this period 379 applications were received for nurses aid positions. Of this number 155 were accepted; 196 were rejected and 28 were deferred.

In order to maintain a reserve group of nurses aides who function as relief ambulance attendants, classes are conducted for selected nurses aides for this purpose. Of the 24 applications received for these classes 16 were rejected; 2 were deferred and only 6 were found to be acceptable for this type of assignment. Proper screening by the committee aided in eliminating misfits for such duties.

On the whole most of the applicants for nurses aide positions have been of the younger age group and have been only mediocre in caliber. Because of their immaturity, after completion of the basic course, they require considerable guidance and supervision. Personnel with better basic education and experience find other fields of employment and do not find their way to hospital areas.

The Committee on Patient Care has been intensely interested in many aspects of nursing and working toward the improvement of service to the patient and the nursing staff as well, such as:

- use of disposable equipment;

- procurement of additional volunteers on day and evening tours to do clerical and non-nursing duties to relieve professional personnel;

- possibility of working with the In-Service Education Program and devising a reference book or ward file with the prescribed routine care for each disease entity handled on that service which could be of value and help to "float" personnel, per diem nurses and others;

- development of a list of duties for the houseman which was completed and distributed to the various administrative supervisors in the institution.

The Committee on Registered Nurse Scholarship Aid met twice during the year and dispensed scholarship aid for staff members from the Board of Managers Funds: 14 staff members, 75 points granted for a total of \$2,980.

This year no credits were made available from universities to the Department of Hospitals in exchange for field experience for their students in our institution and this lessened the number of points made available for our staff members.

PROFESSIONAL ACTIVITIES

Members of the nursing staff represented Bellevue Hospital Center, both as participants and auditors in the professional programs which are vital and pertinent to the care of patients.

PROGRAM FOR ASSISTANT HOSPITAL ADMINISTRATORS

The administration of the Bellevue and Mills Schools of Nursing and of the Nursing Service of Bellevue Hospital Center participated in the setting up of a tentative program for assistant hospital administrators to provide an acceptable and valuable experience for them during their period of field traineeship throughout the Department of Hospitals where such personnel might be assigned.

It was felt that such identification with nursing education and service during this period of traineeship was extremely important since knowledge of the problems of nursing service and education are vital to hospital administrators.

"BETTER BELLEVUE" NEWS

We are pleased to announce that "The Believer" was distributed bi-monthly since our last Annual Report and each issue held feature stories on many departments and divisions as well as on individuals

of our institution. Its distribution on "pay day" was as eagerly awaited as the pay check. We offer our congratulations to the entire staff for the success of this medium of communication and for the pleasure its items of personal interest contributed to many deserving individuals.

HONORS AND AWARDS

The Annual Reception and Tea for Hospital Volunteers was held on May 7, 1963 in the gymnasium of the nurses residence. As usual this was a gala occasion and one which always affords much pleasure to the administration of the institution since cognizance is given to the generous service these community-minded men and women render in various capacities in so many areas of the hospital.

RESEARCH STUDIES

Throughout the entire hospital research studies of a varied nature are being constantly pursued. While the nursing service administration is not required to furnish personnel for the established research units it is involved in all division and ward research which includes metabolism, laboratory and drug studies. Requests for supplies for these various research units have to be processed by our administrative supervisors in the respective areas and this adds to their work load. The distribution of laboratory, x-ray and other reports for the research areas is also an added responsibility placed on institutional messengers.

Miss Eileen Hasselmeyer, a Bellevue graduate nurse and a doctoral candidate, completed her studies on the Premature Unit which began in August 1962 and was awarded the doctor of philosophy degree by New York University in June 1963.

VISITORS TO NURSING SERVICE

OBSERVATION OF PROGRAMS

Visitors from Puerto Rico and Sweden visited our Home Care Department to observe our program and the visitor from Sweden hoped to gain knowledge for the institution of such a department at the University of Upsala, Sweden.

An administrator from the British Guiana State Hospital spent a day in our Out Patient Department observing in the Pediatric Clinic mainly.

A doctor from Genoa, Italy and thirty-five nurses who were attending the Congress of the International College of Surgeons visited our Recovery and Operating Rooms on September 12 and 13 to observe the program.

Sir Reginald Watson Jones from England made rounds on the I & K Fracture Service with Dr. Jesse Mahoney and members of the Trauma Committee on December 14, 1962.

A Director of Nurses from St. Anne's Hospital in Sydney, Australia visited several wards to observe the procedure used in the serving of patient diets.

Visitors from local city agencies and some of our sister Department of Hospitals institutions were observers of programs in the Out Patient Department, Psychiatric Service, Mental Hygiene Clinic, Recovery Room and sought information relating to our Team Nursing Program and viewed a film on the "Artificial Kidney".

Written requests continue to come to the Director of Nursing Service for information about our programs after these visits or from friends of visitors who have discussed our programs with them, especially our in-service programs.

MAJOR APPOINTMENTS, RESIGNATIONS & RETIREMENTS

APPOINTMENTS

Virginia C. Bronson	Supervisor—Night Relief
Elvy Christy	Supervisor—Surgical Service
Marion Ebner	Instructor of Nursing Foundations
Geraldine Flaherty	Supervisor—Admitting & Emergency Service—Evening
Mary Gore	Supervisor—Pediatric Service—Night
Frances Johnson	Instructor of Biological & Physical Sciences
Joseph Kelly	Supervisor—Adult Surgical Specialties—Evening
Geneva Madden	Supervisor—Psychiatric Service—Evening
Linda Maddox	Instructor of In-Service Education—Psychiatry
Catherine O'Boyle	Supervisor—Surgical Service—Evening
Eleanor O'Sheske	Supervisor—Evening Relief
Sheldon Ornstein	Instructor of In-Service Education
Christine Parsekian	Supervisor—Emergency Services
Gilbert Rainer	Supervisor—Admitting Service—Psychiatry
Arthur Sampson	Supervisor—Evening
Mary Tomaselli	Instructor of Medical-Surgical Nursing
Helen Williams	Instructor of Nutrition

RESIGNATIONS

Sylvia Fox	Supervisor—Pediatric Service—Night
Esmeralda Grant	Instructor of In-Service Education
Louis Halpryn	Instructor of Biological & Physical Sciences
Warren B. Hatcher	Supervisor—Psychiatric Service
Anita Johnston	Instructor of Biological & Physical Sciences
Francis Larkin	Supervisor—Psychiatric Service—Evening
Marilyn Link	Supervisor—Surgical Service
Rosemary McCully	Instructor of Medical-Surgical Nursing
Barbara Manzo.....	Supervisor—Adult Surgical Specialties—Evening
Jean Monahan	Supervisor—Night Relief

James Nehring	Supervisor—Evening Relief
Gerald Peterson	Supervisor—Admitting Service—Psychiatry
Aften Phillips	Supervisor—Surgical Service—Evening
Anne Richwall	Instructor of Medical-Surgical Nursing
Nadine Sherman	Instructor of In-Service Education
Marion Tuckett	Instructor of Nutrition
Kay Vetter	Instructor of Nursing Foundations

RETIREMENTS

Marion Blood	Supervisor—Evening Relief retired after 35 years
Elizabeth Conroy	Staff Nurse—Admitting Service—Night retired after 15 years
Anna Edwards	Practical Nurse—Adult Special Services retired after 13 years
Ethel Ferguson	Staff Nurse—Cystoscopy Room—Urology retired after 26 years
Bridget Flanagan	Staff Nurse—Nurses Residence—Night retired after 17 years
Helene Flamand	Staff Nurse—Out Patient Department retired after 20 years
Frances Fox	Staff Nurse—Obstetric Service retired after 15 years
Mary Harding	Practical Nurse—Adult Special Services retired after 13 years
Carmello Jusino	Practical Nurse—Chest Service retired after 12½ years
Lucille Lindo	Practical Nurse—Adult Special Services retired after 12 years
Violet Murray	Staff Nurse—Adult Special Services retired after 18½ years
Jane Richards	Staff Nurse—Chest Service retired after 22½ years

ACKNOWLEDGMENTS

Throughout this trying year beset with many problems associated directly and indirectly with nursing service Dr. Randolph A. Wyman, our Supervising Medical Superintendent, has lent us his wholehearted support. He has endeavored to simplify some aspects of nursing procedure and service in acquiring disposable supplies for strategic areas in the hospital and, from Bequest Funds, items of equipment of a complicated mechanical nature required for the treatment of some of our patients.

Members of the Board of Managers have continued their interest in making their rounds in the various clinical areas to know the conditions which exist for student education and for patient care. The Budget Committee has displayed an intense interest in the per-

sonnel budget requests and hopes to acquire additional essential positions and the modification of some existing positions. Their assistance has been of inestimable value to us.

The members of the Executive Committee of the Schools have been most faithful in attendance and have continued their keen interest, direction and guidance of the educational program which has been most helpful and satisfying to the administrative officers and faculty.

The women of the City Visiting Committee have made frequent visits to the institution during this past year in an effort to assist us in the maintenance of an environment conducive to a pleasant working climate in an institution which is now awaiting permanent replacement. Their endeavors toward this objective and their ever-present willingness to serve in any helpful capacity deserves special commendation.

To our devoted service personnel, both professional and non-professional, our salute is given for outstanding work in providing service to the sick of our city. Our acknowledgment to them is inexpressible.

The Director and the Assistant Director of Nursing Service and Nursing Education of the Department of Hospitals are to be commended for the guidance and assistance given us and we take this opportunity to express our appreciation.

The Director of our Volunteer Department has kept the institution supplied with the services of community-minded citizens without whose help the functioning of many areas would be greatly impaired. The summer months have brought the Junior Red Cross Aides who have been invaluable to us in assuming office and messenger duties during the absence of our regular employees, many of whom were on vacation. A sincere "Thank You" is extended to this group for their good will and charitable participation in assisting with patient care and furnishing recreational and vocational activities for our sick.

Grateful acknowledgment is due our Director of Personnel who, through his diligent and skillful administration, has eliminated much of the payroll work which was assumed for many years by the nursing staff in the various nursing service administration offices. Commendation is due him for his sustained effort in accomplishing this objective and for his guidance and help in regard to personnel budget matters.

Respectfully submitted,

Thelma J. Ryan, Director

Bellevue and Mills Schools of Nursing and
Nursing Service of Bellevue Hospital Center

CERTIFICATE OF INCORPORATION

The undersigned citizens of the State of New York and of the United States of America, all being of full age, desire to form a charitable society under the act of the Legislature of the State of New York, passed in the year 1848, entitled, "An Act for the incorporation of benevolent, charitable, scientific and missionary societies," and the acts amendatory thereof, do make and file this certificate:

ARTICLE I. The name by which this society shall be known is "The Training School for Nurses."

ARTICLE II. The object of this society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

ARTICLE III. The number of directors of this society shall be ten, who shall be for the first year Mrs. W. H. Osborn, Mrs. Robert Woodworth, Mrs. William Preston Griffin, Mrs. Lucius Tuckerman, Miss A. H. Woolsey, Miss Ellen Collins, Miss Julia Gould, Mr. Henry G. Stebbins, Mrs. Chandler Robbins, Dr. W. G. Wylie.

ARTICLE IV. The principal place of business of this society shall be in the City and County of New York.

Dated, New York, February 2, 1874.

ELIZABETH C. HOBSON, *President*
VIRGINIA R. OSBORN,
ALLINE P. WOODWORTH,
ABBY HOWLAND WOOLSEY,
ELIZA WOLCOTT TUCKERMAN,

STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } ss.:

On this second day of February, 1874, before me personally appeared Elizabeth C. Hobson, President; Virginia R. Osborn, Alline P. Woodworth, Abby Howland Woolsey, and Eliza Wolcott Tuckerman, five of the above named incorporators, to me known to be the same persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

S. B. GOODALE,
Notary Public (23).
New York County.

(SEAL)
Filed May 9, 1874.
STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } ss.:

I, William J. McKenna, clerk of the said City and County, and clerk of the Supreme Court of said State of said County, do certify that I have compared the proceeding with the original certificate of incorporation of The Training School for Nurses, filed May 9, 1874, on file in my office, and that the same is a correct transcript therefrom, and the whole of such original. In witness whereof, I have hereunto subscribed my name, and affixed my seal this 7th day of March, 1892.

WM. J. MCKENNA, *Clerk*

The name of the corporation was changed to The Bellevue Training School for Nurses by order of the Supreme Court dated April 14, 1903, filed on April 17, 1903, in the office of the Secretary of State, Albany, New York; and the name of the corporation was further changed to The Bellevue Schools of Nursing by Certificate of Change of Name filed in the office of the Secretary of State, Albany, New York, on May 27, 1943; and the name of the corporation was further changed to The Bellevue and Mills Schools of Nursing by Certificate of Change of Name filed in the Office of the Secretary of State, Albany, New York, on June 6, 1953.

AGREEMENT made and dated June 18, 1942 between: NEW YORK UNIVERSITY, a New York Corporation having its principal office at Washington Square, in the Borough of Manhattan, City of New York, hereinafter referred to as the "University"; THE CITY OF NEW YORK, a municipal corporation hereinafter referred to as the "city"; and BELLEVUE TRAINING SCHOOL FOR NURSES, a membership corporation hereinafter referred to as the "Board."

WHEREAS, the parties hereto desire to associate together for the purpose of continuing and expanding the work of training nurses heretofore carried on by the City and the Board in connection with Bellevue Hospital in order to confer University status on the Bellevue School of Nursing to elevate the standards of nursing education and to attract candidates with higher qualifications.

NOW, THEREFORE, in consideration of the premises and of the covenants herein contained, IT IS MUTUALLY AGREED AS FOLLOWS:

1. The work of training nurses at Bellevue Hospital shall be carried on under the name of "Bellevue School of Nursing, Division of Nursing of the College of Medicine of New York University" (hereinafter referred to as the "School").

2. The Commissioner of Hospitals of the City shall, subject to the Civil Service Law and the rules of the Municipal Civil Service Commission of the City, appoint all officers of administration and instruction of the School, including the Director, upon the nomination of the University.

3. The City, through its Department of Hospitals, shall have general control of the School. It shall continue its financial support of the work of training nurses at Bellevue Hospital, and shall, subject to the approval of the Commissioner of Hospitals, the Director of the Budget and the Board of Estimate, pay the expenses of the School, including wages and salaries, except to the extent to which contributions toward such expenses may be made by the Board, and except that the City or the Board shall not be obligated to pay tuition or other fees and expenses arising out of such pre-professional program as may be established as prerequisites of the degree. The University may, but shall not be obligated to, contribute funds from time to time for either special or general purposes of the School.

4. The University shall have general direction of instruction in the School and shall provide supervisory and consultation service by members of its staff. It shall, subject to the requirements of the State Department of Education and of the Division of Nursing of the Department of Hospitals, determine the entrance qualifications of students, the courses of study to be taken, and the requirements necessary to entitle students to certificates, diplomas or degrees. It shall take charge of student and alumni records. All degrees and diplomas after September 1, 1942, shall be conferred by the University. All bulletins and public announcements relating to the School shall be subject to approval of the Commissioner of Hospitals and the University.

5. The Board shall have power to inspect the work of the School, view the premises used or occupied in connection with the School, and make criticisms or suggestions to the Executive Committee regarding matter connected with the conduct of the School. It shall also have the same powers in connection with the nursing services; as to such services, however, its criticisms and suggestions shall be made to the Commissioner of Hospitals of the City.

6. The Executive Committee of the School shall consist of the following persons: The Dean of the College of Medicine of the University; the Director

of the Division of Nursing of the Department of Hospitals of the City; and the President of the Board. The City, the University and the Board may designate their respective alternates to serve on the Executive Committee in the event of the absence of the member representing them. The Executive Committee shall recommend persons to the University for nomination by its officers of administration and instruction of the School, including, from time to time, the person to be nominated as the Director of the School; and recommend changes in personnel, salaries or positions, and fix student fees, subject to the approval of the University and the Commissioner of Hospitals of the City. In fixing student fees, the Executive Committee shall make provisions for the following purposes; (1) expenditures for which funds are not provided by the Department of Hospitals; for example, laboratory fees, library fees, educational and recreational equipment, fund for purchases of books and uniforms and other personal equipment for student and similar purposes; (2) to reimburse the University for all expense directly incurred by it in connection with the work of the School; and (3) for such prorata portion of the general administrative costs of the University as may be equitable and proper.

9. In the event that the parties hereto shall disagree as to the interpretation of any of the provisions contained herein or as to the rights and privileges of the City, the Board and the University hereunder, such disagreement shall be submitted to arbitration, one arbitrator to be appointed by the Board, one by the University and another by the City. If such arbitrators do not agree, they shall appoint a fourth arbitrator as umpire, the decision of such arbitrator or umpire to be final and binding upon the parties hereto, the expenses of such arbitration to be assessed by such arbitrators or umpire at their discretion against any or all of the parties hereto. Any such arbitration shall be in accordance with the Arbitration Law of the State of New York as the same shall be in effect at the time of such arbitration.

10. This agreement may be terminated by any party giving notice in writing to the other parties. In the event of a notice of termination, the parties shall continue performance hereunder until all students who shall have matriculated prior to such notice of termination have had a reasonable opportunity to complete the work for the degrees, certificates or diplomas for which they matriculated. The provisions of this agreement are, however, for the benefit of the parties hereto, and shall not be deemed to confer rights upon students in the event of a termination hereof by notice, mutual consent, or otherwise.

11. Performance under the terms of this agreement shall commence September 1, 1942.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year first above written.

NEW YORK UNIVERSITY

By (signed) HARRY WOODBURN CHASE

Chancellor

THE CITY OF NEW YORK

By (signed) EDWARD M. BERNECKER

Commissioner, Department of Hospitals

THE BELLEVUE TRAINING SCHOOL
FOR NURSES

By (signed) DOROTHEA JAMES

President, Board of Managers

Paragraphs 7 and 8 of the original agreement have been deleted in this publication because the provisions therein were terminated with the sale to the City of New York of properties at 408-410-412 East 26th Street (previously owned by the University) and 416-418 and 426 East 26th Street (previously owned by the Board of Managers).

Paragraph 6 of the Agreement was modified by supplemental Agreement dated May 1, 1952, to provide that the Executive Committee shall consist of six members: the Dean of the College of Medicine of New York University; the Dean of Washington Square College of New York University; the Director of the Bureau of Medical and Hospital Services of the Department of Hospitals of The City of New York; the Director of the Division of Nursing of the Department of Hospitals of The City of New York; the President of the Board; and the First Vice-President of the Board. It was also provided that each member might designate his or her respective alternate to serve on the Executive Committee; that all actions by the Executive Committee should be deemed to be recommendations; and that all recommendations should be reported in writing to the Commissioner of Hospitals and none should be binding upon the City until and unless accepted by him.

May 20, 1942

BELLEVUE AND MILLS SCHOOLS OF NURSING, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
OF THE GENERAL FUND
OPERATING ACCOUNT FOR THE FISCAL YEAR
ENDED JUNE 30, 1963

Balance July 1, 1962

General Operating Funds:

Cash on deposit:

The Bank of New York—checking account	\$36,480.66	
Carl M. Loeb, Rhoades & Co.— income account	3,509.98	
The Chase Manhattan Bank— revolving loan fund for graduate nurses	2,000.00	
Cash on hand	300.00	
Due from Northcote Fund	1,000.00	\$43,290.64

Receipts

Dues	\$ 380.00	
Interest and Dividends (see note)	30,862.73	
Contributions:		
Mills School of Nursing, Inc.	\$ 100.00	
Edith Northcote Fund	1,000.00	
General	40.00	1,140.00
TOTAL		32,382.73

Disbursements

Educational Expenses	\$ 6,412.79	
Health Services	10,197.63	
Recruitment Expenses	319.25	
Residence Expenses	579.70	
Office Expenses	7,455.52	
General Expenses	4,062.27	
Transfer to Investment Account	30,000.00	\$59,027.16

Balance June 30, 1963

Cash on deposit:

The Bank of New York—checking account	\$ 9,584.01	
Carl M. Loeb, Rhoades & Co.— income account	4,762.20	
The Chase Manhattan Bank— revolving loan fund for graduate nurses	1,800.00	
Due from graduate nurses	200.00	
Cash on hand	300.00	
Balance June 30, 1963		\$16,646.21

note: A list of the securities held by the Board of Managers may be obtained from the Treasurer upon request.

Mrs. William H. Osborn, Treasurer
Bellevue and Mills Schools of Nursing, Inc.
440 East 26th Street
New York 10, New York

Dear Madam:

I have made an examination of the recorded cash receipts and disbursements of the General Fund Operating Account of the Bellevue and Mills Schools of Nursing, Inc., for the fiscal year ended June 30, 1963 and present herewith the following statement:

BELLEVUE AND MILLS SCHOOLS OF NURSING, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS OF
THE GENERAL FUND OPERATING ACCOUNT FOR THE
FISCAL YEAR ENDED JUNE 30, 1963

In connection therewith, recorded cash receipts were compared with deposits appearing on the bank statements and income from securities was compared with entries therefor appearing on the custodian account statements. Disbursements were compared with paid checks, approved vouchers and other supporting evidence on file.

The cash on hand was counted by me during the course of my examination. The balances of cash on deposit with The Bank of New York and The Chase Manhattan Bank as at June 30, 1963 were confirmed directly to me by these institutions.

In my opinion, based upon such examination, the accompanying statement fairly sets forth the recorded cash receipts and disbursements of the General Fund Operating Account for the fiscal year ended June 30, 1963 and the balance in that account as at that date.

Respectfully submitted,

DOUGLAS R. BEUCLER

New York, N. Y.
September 9, 1963

The New York Academy of Medicine

DUE IN TWO WEEKS UNLESS RENEWED
NOT RENEWABLE AFTER 6 WEEKS

[illegible]

